



SBA Information Notice

TO: All SBA Employees

CONTROL NO.: 5000-1058

SUBJECT: SOP 50 51 Modernization Project

EFFECTIVE: 6/18/2008

As a continuation of the very successful SOP 50 10 modernization project, we are pleased to announce the launch of a follow-up initiative to modernize our main loan liquidation/recovery Standard Operating Procedure, SOP 50 51. The existing version of SOP 50 51 is difficult to use and needs to better reflect current practices. We expect to produce a modernized SOP 50 51 that is concise and more easily used by lenders and SBA personnel. Another result of the project will be to have SOP-related material (such as FAQs on specific topics in the SOP) available on SBA's website.

This important project will involve three teams consisting of program and legal staff to address 7(a), 504 and disaster liquidation topics. The three teams include personnel from Capital Access, OGC, the Centers and District Offices, and we expect to gain significant assistance and guidance from other offices including OCIO, OCFO and OIG. One goal is to remove all disaster policy and procedures for servicing and liquidation from SOP 50 51 (and also SOP 50 50) for inclusion in an expanded SOP 50 52 that will contain all disaster servicing and liquidation instructions. The new SOP 50 51 will then be comprised of two stand-alone sections addressing 7(a) and 504 liquidation/recovery matters.

As part of the first phase of the SOP 50 51 project, we are seeking specific, written feedback from a range of users – including lenders and SBA personnel – on how we should modernize and improve the SOP (and SOP 50 52 for disaster servicing/liquidation issues). Feedback may include suggestions regarding the document's structure, the types and amounts of information required for the SOP, information that could be included in other materials (such as FAQs) and use of technology. Comments should be sent to the following mailbox: SOP5051@sba.gov (on SBA's internal directory it is shown as SOP 50 51 Issues).

We look forward to working with many of you to make the new liquidation SOP a reality in early 2009. We also encourage you to alert lenders in your district about this project and to encourage them to comment. Questions may be directed to Walter Intlekofer (202-205-7543) or Patricia Cavanaugh (206-553-7052). We appreciate your assistance.

Eric R. Zarnikow
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Office of Capital Access

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EXPIRES: 6/1/2009

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SBA Form 1353.3 (4-93) MS Word Edition; previous editions obsolete
Must be accompanied by SBA Form 58